

United States Environmental Protection Agency
Region 5
77 WEST JACKSON BOULEVARD
CHICAGO, IL 60604-3590

SUBJECT: **Project Name**
 Site Address: **Address**
 Site Contains **X** Parcel(s): PPN **XXX-XX-XXX**

TO: Cooperative Agreement File

FROM: **U.S. EPA Project Manager Name**
 Brownfield/Early Action Section

DATE: **X/XX/XXXX**

Cooperative Agreement Recipient's Name has submitted the attached information to me pursuant to Term and Condition B.1. of Cooperative Agreement **XXXXXX**, which requires the **Cooperative Agreement Recipient's Name** to provide information on site-specific work prior to incurring any costs for sites that were not included in the approved work plan for this cooperative agreement.

I have reviewed the attached documents. The attached documents appear to support **Cooperative Agreement Recipient's Name** determination that the **Project Name** property is a brownfield sites as defined in Section 104(k) of CERCLA and that **Cooperative Agreement Recipient's Name**, the recipient of the USEPA Brownfields Grant, is not the owner, nor potentially responsible party under Section 107 CERCLA for the **Project Name** property.